

August 16, 2006

Dear Paddle Tennis Participant,

The Parks and Recreation Department announces the lottery draw for block time for the 2006 – 07 season starting October 9th and ending March 24th. Any group interested in requesting block time must return the enclosed sheet by **Friday, September 8th, 2006**. If necessary, a lottery drawing will be held at 11:00 AM on Monday, September 11th, 2006 to determine group assignments. Requests for block time **must include first, second and third choices**. Failure to include several choices may result in no block time granted. Payment for awarded time is due on approval. Requests cannot be altered after approval. Groups must pay in full for original requested time blocks. After the lottery draw, any additional requests are subject to availability.

The lottery draw will be run on a classification system. We classify groups in accordance to the number of courts per hour in conjunction with the simultaneous number of hours requested. In other words, groups that wish to play paddle for three hours using three courts will be drawn along with similar groups. Groups requesting the largest amount of court time will be drawn first. This ensures we maximize the use of our courts. **All block time reservations must be paid in full by Wednesday, October 4th, 2006. Failure to pay by this date could result in forfeiture of court time.** Any group or person wishing to change their request after block time has been assigned will be assessed a 10% administrative fee based upon their original time granted.

Block time hours are available Monday through Saturday morning. The Saturday morning hours of availability are different than the weekday block times. In order to satisfy the demands of large group and tournament play along with the public demand for play on Saturday mornings, block time classifications are as follows:

<u>Day</u>	<u>Time</u>	<u># Courts available/block</u>
Monday - Friday	9 am - 9 pm	3 courts
Saturdays	8 am - 9 am	3 courts
Saturdays	9 am - 10 am	4 courts
Saturdays	10 am - 11 am	2 courts

Fee structure for block time use is as follows:

<u>Day</u>	<u>Time</u>	<u># Courts available/block</u>
Monday - Friday	9 am - 5pm	\$13 per hour per court
Monday - Friday	5 pm - 9 pm	\$17 per hour per court
Saturday	8 am - 11am	\$13 per hour per court

Courts and times not listed for block reservation are available for daily reservation up to a week in advance or first-come, first-serve to the general public. Anyone wishing to book a court on a non-block basis should call the courts directly at 655-8511.

A fee schedule is included on the next page of this packet. Party block time is also available for \$17.00 per court per hour with a pre-approved reservation. Please call the Parks and Recreation Office at 656-7325 to book a paddle party.

We hope that everyone enjoys their time at the courts this year! Please do not hesitate to contact me with any questions or concerns at 656-7325 or via email at jcoghlan@darienct.gov.

Sincerely,

Jim Coghlan
Assistant Director of Parks and Recreation

DARIEN PARKS AND RECREATION
PADDLE TENNIS RULES AND REGULATIONS
SEASON: OCTOBER 9, 2006 - MARCH 24, 2007

COURT AVAILABILITY

- Courts will be available for play:
 - Monday - Friday: 9:00 am - 9:00 pm
 - Saturdays: 8:00 am - 8:00 pm
 - Sundays: 8:00 am - 6:00 pm
- Supervisors will be on duty:
 - Monday - Friday: 9:00 am - 12:00 pm and 5:00 pm - 9:00 pm
 - Saturdays: 8:00 am - 8:00 pm
 - Sundays: 8:00 am - 6:00 pm

COURT FEES

- General Fees: \$12.00 / hour / court before 5:00 pm
\$16.00 / hour / court after 5:00 pm
- Block Fees (Advance): \$13.00 / hour / court before 5:00 pm
\$17.00 / hour / court after 5:00 pm
- Seniors Fees: Seniors (ages 65 and over) play free Monday - Friday
before 5:00 pm
(Full payment required evenings / weekends / holidays)
- Block Parties: Group party block time is available 3 weeks in advance on
Saturday evenings. Payment is due in full two weeks
prior to date of play. No refunds will be granted unless
courts close due to unsafe weather conditions. Please
call Parks & Recreation at 656-7325 to book a paddle
party.

RULES AND REGULATIONS

- All cars must have a 2006 beach sticker to park in beach area. Paddle guests must be accompanied by a Darien resident.
- Proper tennis equipment must be used at all times; no hard-soled shoes allowed.

- Courts may be reserved by up to one week in advance by calling **655-8511** or by registering in-person with the paddle supervisor. Those registering in-person will be given preference.
- Players must be present 10 minutes before reservation to avoid delays. Reserved court will be forfeited promptly on the hour to persons on the standby list.
- In the event that a reservation is concluded early, the next reservation for that court may use the extra time at no charge.
- Players must register with the paddle supervisor before play. Players must pay for court at that time. The person reserving the court is responsible for the total fee.
- Players that abuse the reservation system and/or fail to show for reserved times will lose the right to make future court reservations.
- No player may list his/her name for a second reservation until the first reservation is concluded. This applies under crowded conditions and at the discretion of the paddle supervisor.
- Participants are limited to one hour of play during crowded conditions and at the discretion of the paddle supervisor. This particularly applies to weekends and holidays.
- Private Instruction - Courts may be used by residents for private instruction subject to prior instructor approval by the Parks and Recreation Department. Advanced reservation may be required for private lesson instruction. Court reservations can be obtained through the Parks and Recreation Department. **PRIVATE INSTRUCTION CANNOT TAKE PLACE DURING GROUP LESSON TIMES.** Private instruction is limited to one participant and one instructor.

THE PADDLE COURTS WILL BE CLOSED ON THE FOLLOWING DAYS:

Thursday, November 23 - Thanksgiving
 Sunday, December 24 - Christmas Eve
 Monday, December 25 - Christmas Day
 Sunday, December 31 - New Year's Eve
 Monday, January 1 - New Year's Day

The Darien Parks and Recreation Department reserves the right to alter the paddle tennis schedule and hours as needed.

**DARIEN PARKS AND RECREATION
PADDLE TENNIS COURTS
BLOCK TIME REQUEST**

Name of Requesting Group: _____

Name of Group Coordinator: _____
(contact person)

Address: _____

Daytime Phone #: _____ Evening Phone #: _____

Email: _____

First Choice:

Day(s) of Week: _____

Time of Day: _____ (on the hour only)

Number of Courts: _____ (maximum of 3)

Date of use (list all dates):

Second Choice:

Day(s) of Week: _____

Time of Day: _____ (on the hour only)

Number of Courts: _____ (maximum of 3)

Date of use (list all dates):

Third Choice:

Day(s) of Week: _____

Time of Day: _____ (on the hour only)

Number of Courts: _____ (maximum of 3)

Date of use (list all dates):

